

MINUTES FOR  
PROJECT ENGINEERS MEETING  
TUESDAY, OCTOBER 21, 2003  
9:30 A.M. CONFERENCE ROOM "C"

1. Branch Staff Meeting.....Allen Raynor

- **IT Support Services-** Mike Mabry told the attendees that it was his goal to provide IT assistance that would better serve their customers' needs. Mike is responsible for DOH Support and Brian Williford is responsible for Netscape calendars and Oracle.

Mike told the group about the Unified Project Store where they will make sure file structures are beneficial to all involved; there will be more hard drive space; and a centralized location for project information. He discussed an Active Directory where the network operating system would unify DOT and where there would be access to Design Services scanned in items. Mike noted that he would be contacting the unit heads to determine the various units' needs so assistance could be provided.

Mike gave the group his direct cell number so anyone that needed him could have direct access.

- **Legislative Review of Project Delivery Process-** Debbie told the group that the Transportation Oversight Committee of the Legislature had sent an RFP to study the Project Delivery Process. It was noted that there should be a recommendation in the spring as to measures that can be taken to improve rates of project delivery.

Debbie also told the group that a new board subcommittee on Project Delivery had been set up.

- **2003 Lettings**

Debbie thanked everyone for the hard work that everyone's staff is doing to reach the letting goals for the year. It appears that it is likely that the TIP lettings will total slightly over \$1 billion for the calendar year

2. PCI Conference.....Allen Raynor

- The conference will be held Wednesday, November 12 at the McKimmon Center.
- You may register on-line and pay by credit card. Darlene will handle reimbursements through BSIP.
- Agenda is shown on-line.

3. LRFD Implementation.....Allen Raynor

- FHWA mandate that all DOTs will be using LRFD Design Code by 10/1/07.
- We are developing a team to implement LRFD and policy over a two year period.
- In December there will be a P/S girder design LRFD training class.

4. TVA Contacts.....Allen Raynor

- Project Engineers make sure your squad leaders have a copy of the handout for the TVA Watershed Teams.
- You will still address your letters to Harold Draper with a copy to the appropriate team leader.

5. CADD & PC Update.....Randy Bissette

- A support person is now staffed in the plot room. If you have problems with plotting, let Randy know.
- Do not turn your workstations or PC's off when you leave in the afternoon. Information is being updated on your machines to prevent hacking into our system.

- Keep your BSIPS login updated. Get a new password if yours has expired. See Randy if you have any questions.

#### 6. TSBP Assessments.....Greg Perfetti

- We passed our comments on to Angie Fanelli asking for three months, rather than one month, to do the initial assessment on new hires and promotions. You will be updated if anything changes.
- Please make sure that you state whether they spend less than or more than 20% of time on a particular competency when you forward it to Darlene.

#### 7. P.E. Discussion Topics.....Open

- BCH- Be sure to check vertical clearance as soon as you get grade data from Roadway. Sometimes on wide structures, they don't set grades with respect to the controlling side.
- JCF- Please be aware that Division 11 has issues with low water replacement structures. We are designing a special Nebraska type rail to allow water to pass through the rail under overtopping conditions. This also raises some environmental issues about deck drainage that may need to be addressed.
- When discussing "top down" construction in project scopings, or when PDEA refers to "top down" construction in documents, make sure this is referring to a cored slab design. There has been some confusion on this issue. Engineering Development is looking into the use of a new 70 ft. P/S box section for "top down" construction situations.